

Submit To: CHIEF ENGINEER  
 Division of Water Resources  
 Kansas Department of Agriculture  
 109 SW 9<sup>TH</sup> STREET, 2nd Floor  
 Topeka, KS 66612-1283  
[www.ksda.gov/dwr](http://www.ksda.gov/dwr)

**APPLICATION FOR TERM PERMIT**

- GROUNDWATER  
 SURFACE WATER  
 (check one)



State of Kansas

**STATUTORY FILING FEE MUST ACCOMPANY THIS APPLICATION**  
**(Make check payable to the Kansas Department of Agriculture)**

- Applicant: (Please print or type)  
 Name \_\_\_\_\_  
 Street \_\_\_\_\_  
 City and State \_\_\_\_\_  
 Zip Code \_\_\_\_\_ Telephone No. (\_\_\_\_) \_\_\_\_\_  
 E-Mail Address \_\_\_\_\_  
 Social Security I.D. No. \_\_\_\_\_  
 and/or Taxpayer I.D. No. \_\_\_\_\_
- Location of Point of Diversion:  
 Sec. \_\_\_\_\_, Twp. \_\_\_\_\_, Rng. \_\_\_\_\_, (E/W),  
 \_\_\_\_\_ County, Kansas.  
 Distance from Southeast Corner of Section:  
 \_\_\_\_\_ feet North from Southeast Corner  
 \_\_\_\_\_ feet West from Southeast Corner  
**NOTE:** If point of diversion is not site specific (i.e. groundwater pit) show the approximate geographic center.
- Water Use Data:  
 Proposed Max. Pumping Rate (gpm) \_\_\_\_\_  
 Amount Requested (acre-feet) \_\_\_\_\_  
 per calendar year  
 Depth of Well (feet) \_\_\_\_\_  
 Date (completed) (will be completed) \_\_\_\_\_  
 Drainage Basin \_\_\_\_\_  
 Name of Stream \_\_\_\_\_

- Water is to be used for (briefly describe proposed use and explain the rate and quantity requested):  
 \_\_\_\_\_  
 \_\_\_\_\_
- Location of place of use:  
 \_\_\_\_\_  
 \_\_\_\_\_
- Period of use:  
 Commencing date: \_\_\_\_\_  
 Ending Date: \_\_\_\_\_ **Also enter on Item 12**

If off-stream pit, check here .  
 Will pit floor intersect water table? Yes  No

- Location of the proposed point of diversion and those of other water users within 1/2 mile shall be indicated on the diagram to the lower-left, scale 1 inch = 2,000 feet. If surface water, indicate on the diagram the course of the stream, and its name. List other D.W.R. permit numbers that cover the requested point(s) of diversion or place of use here:  
 \_\_\_\_\_  
 \_\_\_\_\_

**FEE SCHEDULE**

- The filing fee for an application is based on the maximum amount of water use proposed within a year. Except for storage, the fee is:  

Acre-feet	Fee
0-100	\$200.00
101-320	\$300.00
More than 320	\$300.00

 plus \$20 for each additional 100 acre-feet or any part thereof.
- The fee for an application in which storage is requested, is:  

Acre-feet	Fee
0-250	\$200.00
More than 250	\$200.00

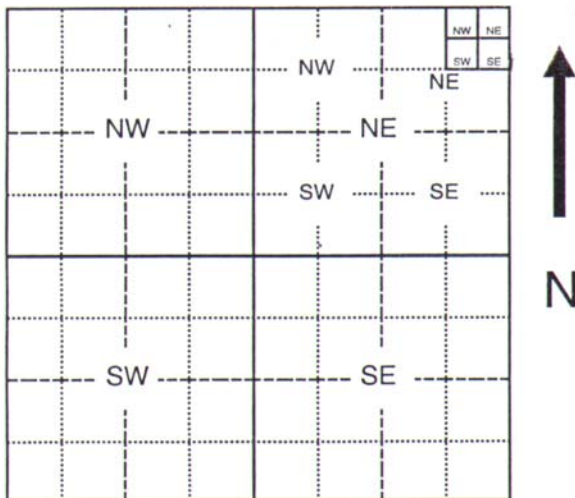
 plus \$20.00 for each additional 250 acre-feet of storage or any part thereof.

**NOTE:** If an application requests both direct use and storage, the fee charged shall be as determined under No. 1 or No. 2 above, whichever is greater, but not both fees.

- The fee for an application for a permit to appropriate water for water power purposes shall be \$100.00 plus \$200.00 for each 100 cubic feet per second, or part thereof, of the diversion rate requested.
- A request for an extension of time to extend the term of a term permit shall be accompanied by a fee of \$100.00.
- There is a separate application form for domestic use. Do not use this form for domestic use.

**CONVERSION FACTORS**

1 acre-foot equals 325,851 gallons  
 1 million gallons equal 3.07 acre-feet



Assisted by \_\_\_\_\_

**For Office Use Only:**  
 F.O. \_\_\_\_\_ GMD \_\_\_\_\_ Meets K.A.R. 5-3-1 (YES / NO) Use \_\_\_\_\_ Source G / S County \_\_\_\_\_ By \_\_\_\_\_ Date \_\_\_\_\_  
 Code \_\_\_\_\_ REG \_\_\_\_\_ Fee \$ \_\_\_\_\_ TR # \_\_\_\_\_ Receipt Date \_\_\_\_\_ Check # \_\_\_\_\_

8. For groundwater use, list below all wells within 1/2 mile of the proposed well, and plot locations upon the diagram on reverse side. If additional space is needed, attach a map.

Other wells –

Well A Owner(s): \_\_\_\_\_  
Address: \_\_\_\_\_

Well B Owner(s): \_\_\_\_\_  
Address: \_\_\_\_\_

9. For surface water use, list below the names and addresses of all landowners from a point 1/2 mile upstream to a point 1/2 mile downstream of the tract of land upon which the point of diversion is located. If additional space is needed, attach sheet.

Tract A Owner(s): \_\_\_\_\_  
Address: \_\_\_\_\_

Tract B Owner(s): \_\_\_\_\_  
Address: \_\_\_\_\_

10. The owner of the point of diversion, if other than the applicant is (please print):

\_\_\_\_\_ (name, address and telephone number)

You must provide evidence of legal access to, or control of, the point of diversion from the landowner or the landowner's authorized representative. Provide a copy of a recorded deed, lease, easement or other document with this application. In lieu thereof, you may sign the following sworn statement:

I have legal access to, or control of, the point of diversion described in this application from the landowner or the landowner's authorized representative. I declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 20\_\_\_\_. \_\_\_\_\_  
Applicant's Signature

11. The applicant states that the information set hereon is true and accurate to the best of his/her knowledge.

12. The applicant agrees to waive any right to a hearing on the matter of abandonment of this appropriation right and further agrees that this appropriation right may be dismissed and terminated upon completion of the proposed project, said dismissal date to be on \_\_\_\_\_ or within any extension of time authorized by the Chief Engineer, Division of Water Resources, Kansas Department of Agriculture.

13. The applicant agrees to provide water to nearby water users, at no charge to said users, should their rights to use water become impaired by the project proposed by this application.

14. Water use contact person (in event emergency contact is needed):

Name: \_\_\_\_\_ Telephone No. (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant or Authorized Representative Date

\_\_\_\_\_  
Applicant's Name Printed Title

**DO NOT WRITE BELOW THIS LINE**

**CONDITIONS OF APPROVAL:**

The applicant shall maintain accurate and complete records from which the quantity of water diverted during each calendar year may be readily determined. Accurate and complete records shall be furnished to the Chief Engineer by March 1 following the end of each calendar year. Failure to file the annual water use report by the due date, shall cause the applicant to be subject to a civil penalty.

The use of water herein authorized shall not be made so as to impair any use under existing water rights nor prejudicially and unreasonably affect the public interest.

The Chief Engineer specifically retains jurisdiction in this matter with authority to make such reasonable reductions in the approved rate of diversion and quantity authorized, and such changes in other terms, conditions, and limitation set forth in this approval and permit to proceed as may be deemed to be in the public interest.